Spotlight

on Student Assessment and Accountability

October 26, 2017

Changes to the 2018 M-Step Summative Assessments: Mathematics

The Michigan Department of Education (MDE) is engaged in an ongoing effort to reduce testing time. As part of this effort, MDE has modified the Mathematics M-STEP assessment blueprint. The performance tasks will be eliminated at each grade level. Claim 2/Problem Solving and Claim 4/ Modeling and Data Analysis items will be added to the Computer Adaptive Test at each grade.

Sample Item Sets (https://wbte.drcedirect.com/MI/portals/mi/) are available online using the Chrome browser.

2018 Mathematics Blueprint, Grades 3-8	
Claim	**Item Count Range**
1. Concepts and Procedures	19-21
2. Problem Solving	3-5
3. Communicating Reasoning	7-9
4. Modeling and Data Analysis	3-5

Changes to the 2018 M-Step Summative Assessments: ELA

As a part of its continuous effort to reduce testing time, the MDE has modified the English language arts (ELA) M-STEP summative assessment blueprint. For students in grades 3, 4, 6, and 7, the changes only impact Claim 2/Writing. Formerly, students were presented with several constructed response items in addition to selected response items. For 2018, the constructed response items have been removed and replaced with a single Text Dependent Analysis(TDA) item (discussed later in this article). For students in these grades, Claim 1/Reading, Claim 3/Listening, and Claim 4/Research will be the same as in the 2017 ELA M-STEP.

Key:

Reminder (previously run article)

Students in grades 5 and 8 will experience a greater reduction in testing time because the MDE has eliminated the ELA Performance Task. This requires a change to the grade 5 and 8 blueprint in Claim 2/Writing and Claim 4/Research. As with the students in grades 3, 4, 6, and 7, students in grades 5 and 8 will have a single Text Dependent Analysis item. To compensate for the loss of points due to the elimination of the Performance Task, grades 5 and 8 will have additional Claim 4/Research items in the Computer Adaptive Test.

Writing, a critical component to ELA instruction, will now be assessed through both selected response items and a single constructed response item at all ELA M-STEP grades. All students in grades 3-8 will be presented with a Text Dependent Analysis (TDA) item embedded in the Computer Adaptive Test (CAT). A TDA consists of two components – the TDA passage and the TDA writing prompt. The TDA passages are either narrative or informational. The writing prompt will require the students to analyze an element of the passage; the response requires students to support their ideas with evidence from the text. The TDA item is aligned to Claim 2/Target 4: Compose Full Informational Texts (write full informational texts on a topic using a complete writing process attending to purpose and audience: organize ideas by stating a focus [main idea]; include text structures and appropriate transitional strategies for coherence; include elaboration and supporting evidence from sources and an appropriate conclusion). In addition, the holistic rubric (http://www.michigan.gov/documents/mde/TDA_Rubric_FINAL_604328_7.pdf) contains elements aligning with the language standards.

Sample TDA items will be embedded in the ELA Sample Item Sets. Educators are encouraged to model these items in regular classroom instruction. Availability of the updated ELA Sample Sets will be communicated in a future Spotlight.

| 2018 ELA Blueprint, Grades 3-8 ||
Claim	Item Count Range
1. Reading	14-16 (all selected response)
2. Writing	12-13 (includes TDA item)
3. Listening	8-9 (all selected response)
4. Research	8-9 (all selected response)

M-STEP Reports Surveys Available – CLOSING TOMORROW

The Michigan Department of Education (MDE) is seeking feedback on the 2017 M-STEP Reports. Your feedback is an important tool for future planning and development of meaningful and useful report content and features and for the functionality of Michigan's Dynamic Score Reporting Site. Please take a moment to tell us how you use the reports, which reports are most useful to you in your work, and to offer your suggestions for future improvements.

There are two M-STEP Reports surveys. The first survey is for educators who are working at an administrative level reviewing reports at a whole-school level or district level. This may include administrators, Assessment Coordinators, School Improvement Coordinators, and any other roles that review score reports for large groups of students.

The second survey is for educators who are working in classrooms. This may include teachers, instructional coaches, special education teachers, and any other roles that review reports for small groups or individual students.

Each survey is estimated to take approximately 10 to 15 minutes to complete. Surveys will be open until **5:00 PM on Friday, October 27, 2017**.

Based on your role, please complete one of the following surveys by selecting the appropriate link and proceeding with the survey. You can also access the links on the M-STEP web page (www.michigan.gov/mstep) under **What's New**:

- M-STEP Reports Survey 2017: Michigan's Dynamic Score Reporting Site (for educators reviewing reports at a whole-school or district level)

- M-STEP Reports Survey 2017: Michigan's Dynamic Score Reporting Site Classroom Teacher Survey (for educators working in classrooms)

MME Day Presentation

On December 6, 2017, the Michigan Department of Education (MDE), College Board, and ACT will provide training for administering the Spring 2018 Michigan Merit Exam (MME), which is composed of three required components.

- Grade 11 M-STEP Science Field Test and Social Studies assessments

- SAT college entrance exam

- ACT WorkKeys work skills assessment

MME Day Agenda (subject to change)

9:00 AM – 9:20 AM	Welcome and MME Overview
9:20 AM – 9:45 AM	M-STEP Science Field Test and Social Studies
9:45 AM – 10:00 AM	BREAK
10:00 AM – 11:30 AM	College Board – SAT/PSAT
11:30 AM – 12:15 PM	BREAK
12:15 PM – 1: 15 PM	ACT WorkKeys
1:15 PM – 1:30 PM	BREAK
1:30 PM — 2:30 PM	Secure Site
2:30 PM – 2:45 PM	BREAK
2:45 PM – 3:30 PM	Question and Answer Session

The event will be live streamed on MI Streamnet. To access the event, go to Michigan Merit Exam Spring 2018 Briefing (https://mistreamnet.org/videos/3894/live-briefing-michigan-merit-exam-spring-2018) on the MI Streamnet (mistreamnet.org) website. The entire presentation will also be recorded and posted to the MI Streamnet and MDE/MME webpage for later viewing. For more information, please send an email to mde-oeaa@michigan.gov, with "MME Day" in the subject line.

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SAT Corner
Information on SAT™, PSAT 8/9™, and PSAT10™ provided by the College Board

Questions about Spring PSAT 8/9, PSAT 10, or SAT?

- call the Michigan Educator Hotline: 866-870-3127 (select Option 1)
- email michiganadministratorsupport@ collegeboard.org

Establishment Update

Establishment is the process whereby the College Board knows which schools are administering the PSAT 8/9, PSAT 10, and SAT and is based on rules that are coordinated with MDE. The email regarding the intent to participate in the Spring 2018 administration of SAT, PSAT 10, and PSAT 8/9 for all nonpublic schools and public schools that did not participate in one or more of the assessments in Spring 2017, will be sent to the principal and test supervisor on **Friday, November 3, 2017**. Public schools that administered any of the assessments last year will be automatically established for those same assessments this year and no action is required. Responses to the intent to test emails must be received by **November 17, 2017**. For additional details, see the October 5, 2017 Spotlight.

Enhancements for Spring 2018

The College Board is planning a number of improvements for this school year. Some of the enhancements include making the administration easier for students and for schools. Additional

details on these enhancements will be available throughout the year.

Easier for Students

- Increased number of supported languages for English Language Learners. New languages are in bold: **Albanian**, Arabic, **Bengali, Bosnian, Cambodian (Khmer)**, Chinese (Mandarin), **French**, **Gujarati,** Haitian Creole, **Hindi**, **Italian**, Polish, Portuguese, Russian, **Somali**, Spanish, **Urdu**, and Vietnamese. Additional languages may also be available this spring and will be announced in Spotlight, if approved.

- Students are not required to supply a photo ID unless they're unknown to the testing staff.

- Addition of an SAT Student Guide, which provides information to students about the features of the SAT, what the SAT measures, how the SAT is scored, resources to help students prepare, sample questions, and details about the Student Search Service.

- The PSAT 8/9 test is a disclosed form in 2017-18, which means that schools can keep test booklets and return them to students once scores are released, just like PSAT 10.

Easier for Schools

- The Educational Testing Service (ETS) online attendance roster will be discontinued. Schools will create local rosters to use for attendance on test day.

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

- The Student Data Questionnaire (SDQ) and answer sheet for the SAT have been combined for less paperwork. The questionnaire portion of the PSAT has also been shortened.

- The Nonstandard Administration Report (NAR) for SATSD has been enhanced this year to include all students with disabilities, indicating which test format and duration of test the student will take. The NAR will state which color test book the student can use, if the student tests over one day or two days, and whether or not the student can be scheduled in the accommodated testing window.

- The accommodated SAT test books in pink have been eliminated. Students who are designated to use pink books will now use the purple test books.

- The test center numbers (except for off-site locations) have been eliminated. Schools will use the six-digit AI (attending institution) code (also known as school code) as the primary number for filling out forms.

- All standard and accommodated testing materials will be addressed to the test supervisor. Supervisors will also be responsible to return all standard and accommodated materials.

- A training for room and hall proctors will be available for supervisors to share.

- Educators will have access to PSAT 8/9 test questions and answer choices in the K-12 reporting portal.

Requesting Off-site Testing

Most schools participating in the state-provided test administrations in April 2018 will use their schools as the test location. However, if your school is a virtual school or if you want to administer the PSAT 8/9, PSAT 10, or SAT on the same day and don't have enough room in your school, you can request an off-site testing location. Schools using off-site testing for SAT will receive a test center code for each location.

These additional locations must be approved by the College Board to make sure they meet testing, staffing, training, and security requirements. Here's how to request approval:

1. Identify a facility (or facilities) that will meet your needs for off-site testing.

2. Download and save the College Board Off-site Testing Plan (www.collegeboard.org/michigan) spreadsheet.

3. Fill in the required cells in the **Questions** tab of the spreadsheet. Some required information includes name and address of the proposed testing location, off-site supervisor information, details on how materials will be kept secure, and how the site will meet seating and setup requirements. Use the **Instructions** tab in the spreadsheet for guidance.

4. Fill out the **Questions** tab for every off-site location your school needs by copying and pasting the **Questions** worksheet into a new tab.

5. Return the completed spreadsheet no later than midnight ET **December 15, 2017**.

6. The College Board will work with test supervisors requesting off-site testing locations to ensure the location meets the requirements. If necessary, the College Board will contact test supervisors to make recommendations to improve security and to address any outstanding concerns. Please respond to inquiries in a timely manner to ensure approval of your off-site testing plan in time for test day.

7. Once approved, an email will be sent to the submitter communicating the approval, along with more information about administering the tests at the off-site location. The SAT-specific test center code will be sent separately at a later date.

A few things to note about off-site testing:

- A Test Supervisor must be identified in the Educational Entity Master (EEM) at the AI (Attending Institution). Additionally, a unique off-site Test Supervisor must be identified for each off-site test location in the testing plan. A single person may oversee all assessments administered at an off-site location or a different off-site Test Supervisor may be identified for each assessment. While contact information for the off-site supervisors will not be captured or reflected in the EEM, the College Board will store this administration-specific information locally. All communications will be sent to the Test Supervisor at the AI, who should disseminate information as necessary.

- Pre-identification will be completed by the AI, not each off-site location. It is the responsibility of the off-site Test Supervisors to be aware of which students are testing at each location.

- Test materials will also be shipped to the AI location. The Test Supervisor at the AI will be responsible for coordinating the secure transport of materials from the AI location to the attention of the off-site Test Supervisor at each testing location.

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ACT WorkKeys

Information on ACT WorkKeys® provided by the ACT®.

ACT WorkKeys: Preparing for the Spring 2018 Administration

Communications from ACT for the Spring 2018 administration of the ACT WorkKeys assessment will begin shortly. Please check the Educational Entity Master (EEM) (https://cepi.state.mi.us/eem) to confirm your school's most current information is entered. MDE will pull contact and mailing data from the EEM system for ACT to use to generate emails as part of the Manage Participation process (formerly known as the "establishment" process).

The Manage Participation login information will only be sent to the WorkKeys Test Coordinator on file in the EEM system. If multiple staff members are listed as WorkKeys Test Coordinators, only the most recently entered coordinator will receive the communications. If the information for your school is inaccurate or out-of-date, you will need to update the EEM system as soon as possible to ensure your school receives the necessary information to start the Manage Participation process. Also take the time to verify the mailing address for your school is correct as this is the address where materials will be shipped. The mailing address cannot be a post office box.

Please note: Updating the EEM can only be done by the authorized district EEM user. If you are not sure who is the district authorized EEM user, you can use the District and School Contact page on the OEAA Secure Site (www. michigan.gov/oeaa-secure) to retrieve the name

and contact information for the authorized EEM user for your district. Instructions for using the District and School Contacts (www.michigan. gov/securesitetraining) is available under the Miscellaneous section. Nonpublic schools should contact Kevin Walters at 517-335-0543 or email nonpublicschools@michigan.gov for updates to the EEM.

The Manage Participation process will begin on **November 6, 2017**. The WorkKeys Test Coordinator will receive an email from ACT the week of October 30, 2017 containing instructions on how to complete the Manage Participation process (previously referred to as the "establishment" process). All schools must confirm they are participating to receive test materials.

Contacting ACT

If you have questions, you may:

1. contact ACT via the Contact Us web page (www.act.org/aap/state/contact.html)

2. call ACT at 800-553-6244
   9:30 AM – 6:00 PM ET

   • standard time: ext. 2800

   • accommodations: ext. 1788

3. email accommodations questions to ACTStateAccoms@act.org

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

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Important Dates

Approaching Deadlines!

October 27, 2017 by 5:00 PM

- **M-STEP Report Surveys**: Based on your role, please complete one of the following surveys by selecting the appropriate link and proceeding with the survey. You can also access the links on the M-STEP web page (www.michigan.gov/mstep) under **What's New**.

- M-STEP Reports Survey 2017: Michigan's Dynamic Score Reporting Site (for educators reviewing reports at a whole-school or district level)

- M-STEP Reports Survey 2017: Michigan's Dynamic Score Reporting Site Classroom Teacher Survey (for educators working in classrooms)

October 2017

October 23 – November 21, 2017:

- **M-STEP, MI-Access FI, and WIDA** Online Testing Waiver request window

November 2017

November 3 – 17, 2017:

- **SAT, PSAT 10, PSAT 8/9** Intent to Participate (i.e. Establishment) response window

November 6 – 30, 2017:

- **ACT WorkKeys** Manage Participation window

November 6, 2017 – January 12, 2018:

- Off-Site Test Administration Request window for **M-STEP**, **MI-Access**, **WIDA ACCESS for ELLs 2.0**, **WIDA Alternate ACCESS for ELLs**, and **Early Literacy & Mathematics**

November 15 – 16, 2017, 8:00 AM to 4:00 PM

- **WIDA** 2-day workshop: **Leading Schools for Language Learner Achievement** – REGISTRATION IS CLOSED

December 2017

December 6, 2017, 9:00 AM to 3:30 PM

- **MME Day** for Spring 2018 MME Administration – Webcast will be streamed from Wayne RESA via MI Streamnet.

December 6, 2017, 10:00 AM to 11:00 AM

- Technology Coordinator training on Central Office (optional software upgrade for **M-STEP**, **MI-Access FI**, and **Early Literacy and Mathematics**). Click here to join. (https://datarecognitioncorpaudio.webex.com)

December 15, 2017, 9:00 AM to 12:00 PM

- **WIDA** workshop: **WIDA ACCESS Online Test Administration** – REGISTRATION IS CLOSED

December 15, 2017, 1:00 to 4:00 PM

- **WIDA** workshop: **WIDA ACCESS Paper/Pencil Test Administration** – To REGISTER (https://baameap.wufoo.com/forms/fall-2017-wida-registration/)

Now – December 15, 2017 midnight

- **SAT, PSAT 10, PSAT 8/9** Off-site Testing Request window

Have Questions?

Email mde-oeaa@michigan.gov for assessment questions.

Email mde-accountability@michigan.gov for accountability questions.

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues